

# ***City Council***

## ***Special Meeting Minutes***

**January 10, 2017  
Library Meeting Room  
951 Spruce Street  
5:00 PM**

**Call to Order** – Councilmember Keany called the meeting to order at 5:07 p.m.

**Roll Call** was taken and the following members were present:

**City Council:**      ***Mayor Robert Muckle (arrived 5:15 pm), Mayor Pro Tem Jeff Lipton (arrived 5:20 pm), Councilmembers Jay Keany, Chris Leh, Susan Loo, Dennis Maloney, and Ashley Stolzmann***

**Staff Present:**      ***Malcolm Fleming, City Manager  
Heather Balser, Deputy City Manager  
Kevin Watson, Finance Director  
Joe Stevens, Director of Parks & Recreation  
Aaron DeJong, Director of Economic Development  
Kurt Kowar, Director of Public Works  
Rob Zuccaro, Director of Planning & Building Safety  
Chris Neves, Director of Information Technology  
Beth Barrett, Director of Library & Museum Services  
Dave Hayes, Police Chief  
Kathleen Hix, Director of Human Resources  
Emily Kropf, Assistant to the City Manager  
Meredyth Muth, City Clerk***

**Other:**                ***Annie McFarland, On Pointe Facilitation***

### **APPROVAL OF AGENDA**

Councilmember Keany called for changes to the agenda and hearing none, moved to approve the agenda, seconded by Councilmember Leh. All were in favor.

City Manager Fleming introduced Annie McFarland, the facilitator for the meeting, and there were introductions of Council and staff. City Manager Fleming gave a short overview of the meeting plan for the evening.

Ms. McFarland asked each Councilmember to think about why they ran for Council and how that relates to what programs are important to the community.

### **2016 WORK PLAN STATUS REPORT**

City Manager Fleming gave a short status report on projects from 2016. He covered:

- Street Maintenance and Repair
- McCaslin Urban Renewal Plan
- Recreation Center and Memory Square Pool Expansion
- Golf Course Financial/Operations Results
- Biennial Budget Process & Program Budget
- South Boulder Road and McCaslin Boulevard Small Area Plans
- Police Department Strategic Plan
- Economic Development Review
- Employee Compensation and Benefits
- Boards and Commissions Issues
- Sustainability Plan and Activities and Energy Use
- Development Review & Cost Recovery
- Museum Campus Master Plan
- Contingency process for managing routine and unanticipated issues

### **2017 WORK PLAN**

#### **DISCUSS CURRENT COMMITMENTS AND POTENTIAL ADDITIONAL PRIORITIES**

Ms. McFarland noted the goal of the meeting is to have the Council discuss and confirm the 2017 work plan.

Councilmember Loo noted transportation is still her biggest priority and it is addressed in the list. She noted she would like the City to create a reserve for future transportation costs.

Mayor Pro Tem Lipton stated he is concerned about the number of hours allocated to each item; he would like to see the Council move some of these items forward without much additional meeting time required. He noted it is an election year and the makeup could change in November so many of these items need to be done early in the year before new Councilmembers take office and need time to come up to speed.

Members went through and discussed the list of current 2017 commitments to make sure everyone was in agreement these are the priorities and identified how much meeting time to devote to each item. Members amended the list, the projected time commitment to each item, and in what quarter to address it. They identified which items need the most time and agreed which items are priorities. The 27 items already committed on the 2017 work plan are:

- Paving

- Annual Utility Rate Setting
- Tap Fee Ordinance Revisions
- Police Department Master Plan
- Noise Ordinance Update
- Review/update of Integrated Pest Management Plan
- Open Space Zoning (1-2 properties per year)
- Maintenance and Management of Walkways Policy
- Rec Center/Memory Square Expansion
- Golf Course Financials
- Museum Campus Master Plan and Implementation
- Historic Preservation Tax Extension Ballot Measure
- Public Art Policy
- Downtown Parking Structure Study/Parking fee in lieu discussion
- McCaslin Boulevard Small Area Plan
- Coordination with County on Affordable Housing Discussion
- Implement New Impact Fees
- Review Fiscal Model
- McCaslin Boulevard Design Guidelines (South Boulder Road Guidelines in 2018)
- McCaslin Urban Renewal Area/Redevelopment
- Senate Bill 152 Override Ballot Measure
- Open Government Training
- Enterprise Funds Profit/Loss Reporting
- 2018 Budget Update
- Livable Wage Discussion
- Sustainability Plan Actions
- Police Compensation and Benefits (including pension study)

### **RANK & SCHEDULE 2017 ADDITIONAL PRIORITIES**

Members discussed how much time might be left in the schedule to add additional priorities. They discussed adding these items to the list:

- Transit Oriented Development (TOD) and first and final mile infrastructure for the US 36 station
- Snow and ice removal policy changes
- Undergrounding powerlines
- Spring clean-up marketing
- Changes to HOA solid waste requirements, commercial waste requirements
- Dedicated Parks Tax
- Open Space funding sources
- Open Space acquisition plan
- Open Space mowing
- Reconstituting the Golf Board as a Recreation Board
- Recreation and Senior Center Strategic Plan

- Downtown Design Guidelines Review for Enforceability
- Trailer Park Zoning Review
- Municipal Code clean-up of Title 2, building code
- Development Review, Building Fee Cost Recovery
- Campus Drive, US 36 crossing alternatives
- Review Marijuana grow, testing, manufacturing
- City Sign Code Update
- Code update to address time homes/accessory dwelling units
- Update Old Town Subdivision Requirements
- Update Wireless and cell tower regulations
- New CTC Street Connection and Transit Service
- Phillips 66 Property Redevelopment Options including Campus Drive Extension
- Update Business Assistance Package Policy with vacancy at or below target
- Business Development Policy/Master Plan
- Review cost benefit of public money; grants and/or incentives
- Sustainability efforts; review energy use, citywide transit pass evaluation, electric fleet evaluation, commercial and HOA composting and recycling
- Salary survey for City Council and Mayor positions/possible readjustments for 2018
- South Boulder Road Connectivity Study
- Reengineering the Board & Commission applicant interview process- establish term limits
- Eliminate Council Board & Commission liaison responsibilities
- Set meeting rules and train City Council and Set meeting rules and train CC and Boards & Commissions
- Quasi-Judicial Training; evaluate introducing evidence, criteria and conflicts
- City Council outreach/community programs; Healthy Communities and/or community service
- Promoting teamwork, collaboration, innovation and effectiveness at all levels

### **REVIEW DECISIONS, DIRECTION, AND ACTION**

Of the items above, the members identified which items to add to the already committed list and came up with a 2017 work plan of 47 items as follows:

- Paving - repair/reconstruction. Maintain as #1 priority
- TOD Station last mile issue
- South Boulder road connectivity study
- New CTC Street connection and transit service
- Undergrounding power lines fund discussion/priorities
- Solid waste: policy on HOAs; multifamily/commercial requirements; outreach level
- Annual utility rate setting
- Tap fee ordinance revisions - clarifying language

- Police Department Master Plan and compensation/benefits issues
- Noise Ordinance Update
- Review/update Integrated Pest Management Plan (address bees)
- Open space zoning
- Maintenance and management of walkways policy
- Sources of funds and uses of open space trust
- Open space acquisition plan
- Rec Center expansion design and construction related issues
- Golf Course strategic plan
- Golf course financials/operations results
- Establishing a Recreation Board to include golf course responsibilities/eliminate GCAB
- Museum campus/capital plan further analysis and implementation
- Historic preservation tax extension ballot measure
- Public Art Policy
- McCaslin Small Area Plan
- Coordination w County/partners on affordable housing
- Implement new impact fees
- Fiscal model overview
- McCaslin Design Guidelines (and South Boulder Road Design Guidelines in 2018)
- Trailer park zoning review
- Review marijuana grow, testing, manufacturing restrictions, and tax structure
- City sign code update
- Update Old Town subdivision requirements
- Wireless Code and cell tower regulations update
- McCaslin Urban Renewal Area/redevelopment
- Parking structure study
- Downtown parking fee in lieu
- Business Development Policy/Master Plan
- SB152 override (broadband/telecommunications) ballot measure
- Open government training on specific issues
- Enterprise Funds Profit/Loss reporting
- 2018 budget (update of plan developed and approved in 2016)
- Livable wage discussion
- Sustainability Plan actions (exact items yet to be determined)
- Louisville Municipal Code Title 2 review and update
- Salary survey for City Council and Mayor positions/possible readjustments for 2018
- Reengineering the Board and Commission applicant interview process - establish term limits
- Set meeting rules and training for City Council and Boards and Commissions
- Promoting teamwork, collaboration, innovation and effectiveness at all levels

**ADJOURN**

Members adjourned the meeting at 9:15 pm.

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Robert P. Muckle, Mayor

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Meredyth Muth, City Clerk